

Addendum No. 3

This Addendum No. 3 is issued for the Request for Proposal for Statewide Office Supply Program that was issued on May 5, 2004.

Questions received prior to May 27, 2004:

1. Does a certified small business responding to the RFP qualify for a 5% bid preference?

ANSWER: Certification of small businesses is an Executive Branch program. As stated in Addendum No. 1, response to question no. 3, the evaluation criterion does not include consideration for DVBE or small business enterprises; award will be made to the vendor who provides the best overall value based on the evaluation criteria.

2. Is a certified small business responding to the RFP eligible for benefits under the Prompt Payment Act, including higher interest penalties for late, undisputed invoice payments?

ANSWER: The payment terms set forth in the Contract Terms and Conditions (Attachment A to the RFP) do not include a late payment penalty. The payment terms set forth in the Contract Terms and Conditions would apply equally to any vendor awarded a contract as a result of this Request for Proposal.

3. Can a proposer partially bid for specific Appellate Districts (second and fourth), instead of bidding for all the Judicial Branch Entities?

ANSWER: Yes. Section 3.3 states that “the vendor shall list all of its California locations and shall include a statement as to whether it can provide products and services to each court location, as listed in Attachment B.” If the proposer submits a proposal for a specific area, the proposer must indicate the area in response to this section. Although the RFP is requesting vendors to respond that can provide standard office supplies on a statewide basis, the RFP does allow for multiple awards.

4. The executive order D-37-01 issued by the Governor of California, dated May 13th 2001, requires all state agencies to pursue aggressively an annual 25 percent small business participation level in state contracting. Is the Judicial Council of California trying to comply with the participation goal?

ANSWER: The Judicial Council of California is part of the Judicial Branch of state government; separate from the Executive Branch. The small business participation goals set forth in Executive Order D-37-01 apply to state agencies of the Executive Branch. Although the Judicial Council contracts with small businesses, the

requirement to comply with the Executive Order and track small business participation does not apply.

5. Is a certified small business responding to the RFP exempt from the requirement to demonstrate DVBE compliance?

ANSWER: No. All vendors responding to the RFP are required to demonstrate DVBE compliance or establish good faith efforts (see sections 2.4.1, 3.7.1, and VI).

End of Addendum No. 3